



LONDON BOROUGH OF BRENT

MINUTES OF THE GENERAL PURPOSES COMMITTEE

Monday 22 July 2019 at 5.30 pm

PRESENT: Councillor M Butt (Chair), McLennan (Vice-Chair), Agha, Farah, Colwill, Hirani, Krupa Sheth and M Patel

1. Apologies for absence and clarification of alternate members

Apologies for absence were received from Councillor Tatler, with Councillor M Patel being present as a substitute.

2. Declarations of interests

There were no declarations of interests made by Members.

3. Deputations (if any)

There were no deputations received.

4. Minutes of the previous meeting

RESOLVED that the minutes of the previous meeting, held on 20 May 2019, be approved as an accurate record.

5. Matters arising (if any)

There were no matters arising.

6. Stopping Up Order - Land Fronting Roe Green Hall

Councillor Krupa Sheth introduced a report from the Strategic Director, Regeneration & Environment seeking authority to make a Stopping Up Order for the stopping up of the highway fronting Roe Green Hall (as indicated on the Plan attached as Appendix A to the report), pursuant to section 247 of the Town and Country Planning Act 1990 (TCPA 1990) as amended.

RESOLVED:

- (1)** To note that the draft Stopping Up Order had been advertised within The London Gazette and the Brent & Kilburn Times, in accordance with the requirements of Section 252 TCPA 1990. On-site public notices had also been placed in the vicinity of the area to be stopped up. In response to the consultation twelve stakeholders had informed the Council that they had:
 - no objections;

- no record of apparatus in the immediate vicinity of the enquiry;
- no strategic additions to the existing network or envisaged any in the immediate future, and

In addition, no objections had been received from the general public.

- (2) To note that whilst Thames Water had confirmed they had underground apparatus in the area they had not objected to the proposal, with the Church Growth Trust (the applicant) having agreed to resolve with Thames Water any diversions or access requirements prior to the Stopping Up Order being made.
- (3) To approve the making of the Stopping Up Order and notice of making being advertised, subject to written confirmation from Thames Water that an agreement had been reached with the Church Growth Trust (the applicant) to either allow access or divert their services.

7. Disciplinary & Dismissal Procedure for the roles of Chief Executive, Monitoring Officer and Section 151 Officer

Debra Norman (Director of Legal, HR and Audit & Investigations) introduced a report from the Head of Paid Service seeking for changes to the Council's Disciplinary and Dismissal Procedures for the roles of the Chief Executive, Monitoring Officer and Section 151 Officer, arising from recommendations made by the Joint Negotiating Committee for Chief Executives of local authorities.

In considering the report Members noted:

1. Whilst the Disciplinary and Dismissal Procedures already adopted in Brent complied with the mandatory requirements, the change proposed as a result of the recommendations from the Joint Negotiating Committee for Chief Executives (JNC) related to the need for the power to suspend the Chief Executive, should this be necessary on the grounds of urgency, to be delegated. It was proposed that this be to an officer rather than elected member as proposed by the JNC. This was a technical change, which recognised that personnel matters, as non-executive functions, could not under Section 101 of the Local Government Act 1972 be exercised by an elected member.
2. That should the need arise to exercise the delegated power outlined in 1. above in relation to suspension of the Chief Executive this would involve the Head of HR having to consult with the Monitoring Officer and also (by way of assurance regarding member involvement) the Chair of General Purposes Committee, pending the matter being reported to General Purposes Committee.
3. The opportunity taken, in reviewing the procedure to also update references to job titles.

RESOLVED:

- (1) To agree the delegation of power to suspend the Chief Executive to the Head of HR, subject to the consultation requirements set out above and as detailed within the amended Procedure attached as Appendix 1 to the report.

- (2) To approve the revised Disciplinary and Dismissal Procedures for the roles of Chief Executive, Monitoring Officer and Section 151 Officer, as detailed within Appendix 1 of the report.

8. Gender Pay Gap - Closing the Gap

Martin Williams (Head of HR) introduced the report from the Director of Legal, HR, Audit & Investigations providing information on the make-up of the council's employed workforce across pay quartiles. The report had been designed to increase understanding and better inform priority actions aimed at reducing the gender pay gap (GPG).

Members were advised that the report had been forwarded on to the Committee following consideration by the Council Management Team (CMT). Having noted the overview and summary findings provided in relation to the gender pay gap g, along with the gender breakdown of data for each pay quartile (as detailed within section 3 of the report) Members were being asked to consider the main conclusions identified along with the current and proposed initiatives being developed to address and reduce the current gender pay gap within Brent.

Specific reference was highlighted by Members to the findings in relation to breakdown of salaries across pay grades and greater concentration of men currently in the Upper Quartile pay grades in terms of the impact this was having in contributing towards the gender pay gap. Martin Williams advised that whilst these had been recognised as contributing factors they also needed to be considered alongside the range of other significant findings, as detailed within section 4 of the report, affecting Brent's gender pay gap.

Councillor McLennan (as relevant Lead Member) highlighted the priority areas of action already agreed by CMT in order to address the issues identified, along with a number of additional actions which had subsequently been identified and would involve:

- the introduction of more frequent monitoring of new joiner salaries and internal promotions; and
- the capture of additional information as part of the existing approval process for offering higher starting salaries;

Members also highlighted their support for the continued publication of data as a means on increasing transparency and understanding around the actions being taken in order to address the gender pay gap.

RESOLVED:

- (1) To note the findings from the analysis of the pay quartiles, as detailed within the report.
- (2) To note the intention for priority actions to focus on the advancement of pay for female employees.

- (3) To note that the promotion of data disclosure by employees would remain a priority in order to produce meaningful and good quality data analysis, with communication to all Council staff.
- (4) A further report be provided for the Committee in 6 months time in order to review the effectiveness of the existing initiatives.

9. **Equality Pay Gap - Closing the Gap**

Martin Williams (Head of HR) introduced the report from the Director of Legal, HR, Audit & Investigations providing information on the ethnicity make-up of the council's employed workforce across the pay quartiles. The report had been designed to increase understanding and better inform priority actions aimed at reducing the ethnicity pay gap (EPG).

Members were advised that the report had also been forwarded on to the Committee following consideration by the Council Management Team (CMT). Having noted the overview and summary findings provided in relation to the ethnicity pay gap, along with the breakdown of ethnicity data for each pay quartile (as detailed within section 3 of the report) Members were being asked to consider the main findings and conclusions (as detailed within section 4 and 5 of the report) along with the current and proposed initiatives being developed to address and reduce the current ethnicity pay gap within Brent.

Members noted that whilst there was no specific legal requirement to publish ethnicity pay gap information the decision had been made to provide this data on a voluntary basis, in order to be as transparent as possible.

Councillor McLennan (as relevant Lead Member) highlighted the work already being undertaken across the Council address the pay gap identified, along with a number of additional actions which had been identified and would involve:

- ongoing campaigns to encourage staff to disclose their ethnicity and other characteristics in order to enable more meaningful analysis;
- the continued monitoring of new joiners starting salaries within all grades by ethnicity as well as gender;
- the capture of additional information as part of the existing approval process for offering higher starting salaries;
- commencing monitoring of the take-up of apprenticeship and mentoring programmes and learning and development by ethnicity as well as gender.

RESOLVED:

- (1) To note the findings from the analysis of the pay quartiles, as detailed within the report.
- (2) To note the intention for priority actions to focus on the advancement of pay for Black and Minority Ethnic (BAME) employees.
- (3) To note that the promotion of data disclosure by employees would remain a priority in order to produce meaningful and good quality data analysis, with communication to all Council staff.

- (4) A further update report be provided for the Committee prior to publication of the 2019 gender and ethnicity pay gap information being published.

10. **Appointments to Sub-Committees / Outside Bodies**

Councillor Butt introduced the item, which set out proposed amendments to appointments on the following General Purposes Sub Committee's for the 2019/20 Municipal Year:

Brent Pension Fund Sub Committee

RESOLVED that Councillor Abdirazak to be replaced by a vacancy as a full member of the Brent Pension Fund Sub Committee, with the amended membership of the Sub Committee being as follows:

FULL MEMBERS:

CHOUDHARY (C)	LABOUR
ADEN (VC)	LABOUR
VACANCY (NAME TO BE ADVISED)	LABOUR
DALY	LABOUR
MAURICE	CONSERVATIVE
PERRIN	LABOUR
STEPHENS	LABOUR

CO-OPTED NON-VOTING:

ELIZABETH BANKOLE (UNISON)

SUBSTITUTE MEMBERS:

LABOUR: CHOUDRY, KABIR, MCLEISH, NAHEERATHAN
CONSERVATIVE: COLWILL, KANSAGRA

11. **Exclusion of Press and Public**

There were no exclusions of the Press and Public.

12. **Any other urgent business**

None.

The meeting closed at 5:45pm

Councillor M BUTT
Chair